

**Approved: November 4, 2015**  
**Distributed: November 16, 2015**

**IPSWICH CONSERVATION COMMISSION**  
**Meeting Minutes**  
**September 16, 2015**

Pursuant to a written notice posted by the Town Clerk and delivered to all Conservation Commission members, a meeting was held Wednesday, September 16, 2015 at 7:05 p.m. in Room A of the Ipswich Town Hall. Members present were Chairman Jennifer Hughes, Vice-Chair Sissy ffolliott, Commissioners David Standley, Catherine Carney-Feldman, William McDavitt, Michele Hunton and Associate Commissioner Raymond Putnam. Also present was Agent Alicia Geilen and Recording Secretary Cathy Miaskiewicz. Absent with prior notice was Commissioner Brian O'Neill.

**DEFINITION INDEX:**

**BVW** - Bordering Vegetative Wetland

**COC** – Certificate of Compliance

**CR** – Conservation Restriction

**DEP** - Department of Environmental Protection

**EO** – Enforcement Order

**ICC** – Ipswich Conservation Commission

**NOI** – Notice of Intent

**NDZ** – No-Disturbance Zone

**O & M Plan** – Operations and Maintenance Plan: An O&M plan is an indication that a facility is in continued compliance with applicable regulations and permit conditions

**OOB** – Order of Conditions

**ORAD** – Order of Resource Area Delineation

**RDA** – Request for Determination of Applicability (*below is a list of possible outcomes for RDAs*)

**Negative #2 Determination (NDA)** – This is an approval for work in in resource areas

**Negative #3 Determination (NDA)** – This is an approval for work in in buffer zones

**Negative #5 Determination (NDA)** – This is approval for work that meets the requirements of an exception under the WPA

**Negative #6 Determination**– This is an approval for work under the Ipswich Wetland Protection Bylaw

**Positive Determination** – This is a denial requiring an NOI to be filed should the applicant wish to pursue

**RPA** - Riverfront Protection Act

**WPA** – Massachusetts Wetlands Protection Act (310 CMR 10.00 *et seq.*)

**Citizen's Queries:**

None

**Ongoing Matter For This Session:**

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**MATTER: 36-1253: Riverine, LLC** for work at **27 Water Street** shown on **Tax Map: 31D Lot: 91A** for a **NOTICE OF INTENT to reconstruct multi-family home, gangway/ramp and floats and construction of public access deck** in jurisdictional areas.

**DISCUSSION:** Present was Larry Graham of H.L. Graham Associates and Curt Young of Wetlands Preservation Inc. Mr. Young and Mr. Graham presented plan changes (revision 6) not previously submitted to the Commission. Plan changes included a slightly smaller building footprint, relocating the “public viewing area” to the northeast corner of the site (based on a meeting with DEP CH. 91 personnel), expanding the area of natural vegetation along the seawall, reducing to a 2-unit condominium, reducing parking spaces and eliminating the garage, and identification of resource areas per Epsilon’s peer report. [Discussion: history of plan changes since initial submittal; tide elevations, coastal bank, tidal flat location.] The Agent noted that the applicant had requested a copy of the sketch offered by the peer reviewers that showed their estimated location of tidal flats. The Commission agreed it was a good idea to provide this to the applicant. [Discussion: revised public access/viewing area, and handicap access thereto, vegetation to be “park-like” with lawn grass, shrub/herbaceous plantings and benches, gate to prohibit public access to docks and floats.] Mr. Graham discussed stormwater management and some of the Cammett peer review report. [Discussion: Drainage changes minimal, infiltration system intact, increase in storage of rainfall.] Commissioner Standley asked about the parking and trench drains. Mr. Graham discussed the drains and that the TSS removal requirement of 80% will be met.

**Abutter:** Mr. Bill Nelson at 29 Water Street asked if there will be a public hearing regarding the Ch. 91 license. Mr. Young stated there would be a meeting, but that there was no time or date set. The application has not been submitted for the current project yet, as they were waiting for the finalizing of the design first. Mr. Nelson asked about the height of the building. Mr. Graham stated it was still under discussion and would be less not more.

**Abutter:** Mr. Michael McGarty of 52 Water Street asked about the peer review process. He had read through the reviews and saw they were draft versions and wondered if there will be final versions. Chairman Hughes thought they were drafts until they are commented on. Agent Geilen thought they were drafts because there were still some corrections needed, but that the changes would not be significant. Mr. McGarty also asked about the time-line. Chairman Hughes stated, assuming all peer reviewer comments are adequately addressed, an OOC could be issued as soon as 21 days after the next meeting. However, since comments need to be made and comments submitted, it may be another 2 meetings, plus the 21 days to issue the permit; or 4-6 weeks.

Mr. Young spoke in regard to the peer review. [Discussion: what can be conditioned to meet performance standards, design details for docks/floats needed; Ch. 21E investigation and cleanup process, seawall repair details needed, landscape planting plan needed.] Chairman Hughes would like to see a landscape plan and dock/float and seawall repair design criteria with additional details submitted before preconstruction meeting. [Discussion: seawall repair issues, mortaring stones in place, structural engineered requirements, previous foundation still intact, wall integrity not an issue according to Commissioner Standley, work plan submitted or not/contractors not in place so cannot submit one.] Agent Geilen noted that sufficient details on docks/float construction and seawall repairs is needed prior to closing the public hearing so the Commission can determine if performance standards have been met. If design details need to change based on the contractor to construct them, changes can be submitted for approval by the Commission under a Minor Modification or Formal Amendment. Chairman Hughes stated they could submit best practices. Mr. Young stated they could submit a general framework. [Discussion: float size and design, sediment in front of wharf, substrate below the proposed floats, pile supported float system, will need a condition requiring final design.] Chairman Hughes noted that she would like floats not extend beyond the end of wall. Chairman Hughes asked about mitigation. Mr. Young stated they will get the numbers to the Commission. [Discussion: Riverfront regulations/exemptions.] Commissioner Standley referred to the site as “degraded and previously developed” not a “green site” as previously stated. Agent Geilen stated that the Commission can ask for less floats, per her discussion with DEP Ch. 91 personnel. [Discussion: details on floats to come/planting plan to come/ “green space” not as mitigation/public access will not include boat ramp.]

**RECOMMENDATION OF AGENT:**

*To continue to October 7, 2015 to address peer review comments*

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**MOTION:**

♦ **A motion was made by Commissioner McDavitt to continue to October 7, 2015. The motion was seconded by Commissioner Carney-Feldman and passed unanimously.**

**ACTION ITEMS / SPECIAL INSTRUCTIONS:**

❖ *None*

**DOCUMENT LIST:**

*Signed Petition to the Town of Ipswich Planning Board and Conservation Commission, not dated, Draft Peer Review dated 9/2/15, and prepared by IRWIN Engineers, Draft Peer Review dated 9/9/15, and prepared by Cammett Engineering, Draft Peer Review dated 9/9/15, and prepared by Epsilon Associates, "Response to Administrator's Comments dated 8/3/15" dated 8/19/15, and prepared by Wetland Preservation Inc., Letter to Board of Selectmen and Town Manager dated 9/15/15, and prepared by Bill Nelson, Supplemental Engineering Report dated 8/19/15, and prepared by H.L. Graham, Existing Conditions and Resource Area Locations Plan dated 9/23/15, and prepared by H.L. Graham/Donohoe Survey Inc., Exhibit "OVHG" dated 8/19/15, and submitted by H.L. Graham, Letter to Conservation Commission and Planning Board dated 8/14/15, and prepared by Ipswich River Watershed Assoc.*

**Note:** Chairman Hughes left the meeting with prior notice and turned chairmanship of the meeting over to Vice-Chair Sissy ffolliott.

**New Public Hearings: Requests for Determination of Applicability:**

**MATTER: Tom & Jan Burgess** for work at **82 Central Street** shown on **Tax Map 41B, Lot 262 0** for a **REQUEST FOR DETERMINATION OF APPLICABILITY** to repair lawn (loom and seed), repair driveway, mulch side yard and install crushed stone under deck in jurisdictional areas.

**DISCUSSION:** Present was Tom Burgess, applicant. Mr. Burgess discussed existing asphalt driveway and proposed repairs. They had some issues with ice buildup so they want to re-grade the lawn and smooth it out. They would like to put crushed stone along the driveway and under the deck, and bark mulch in a shady area where no grass will grow. Agent Geilen stated that they will to add need temporary erosion controls along the fence at the rear of the property. The only work in the subzones proposed is improving the lawn (minor grading, loam and seed). They have requested waivers of the NDZ and the mitigation requirement, as this is just maintenance of existing lawn. Mr. Burgess agreed to add one foot strip of crushed stone at the end of the driveway. [Discussion: details of lawn repair.]

**RECOMMENDATION OF AGENT:**

*To approve the waiver requests, and approve the project under a NDA 3 and 6, with special conditions to add temporary erosion controls, add a 1' strip of crushed stone at the end of the driveway to help with stormwater management, and pre-and post-construction inspections.*

**MOTION:**

♦ **A motion was made by Commissioner McDavitt to approve the waivers as requested. The motion was seconded by Commissioner Hunton and passed unanimously.**

♦ **A motion was made by Commissioner McDavitt to approve the project under an NDA 3 and 6 with special conditions as discussed. The motion was seconded by Commissioner Hunton and passed unanimously.**

**ACTION ITEMS / SPECIAL INSTRUCTIONS:**

❖ *None*

**DOCUMENT LIST:**

*Mandatory pre-filing checklist, WPA Form 1 Request for Determination of Applicability Form, Legal Ad, Locus Map, Plan entitled "Wetland Sketch" dated 4/14/15, and prepared by Jan Burgess, Sketch plan dated 8/25/15, and prepared by Jan Burgess and Project Narrative, not dated and submitted by Jan Burgess.*

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<b>MATTER: L. William Holton</b> for work at <b>21 Upper River Road</b> shown on <b>Tax Map 53B, Lot 015</b> for a <b>REQUEST FOR DETERMINATION OF APPLICABILITY</b> to remove 3 trees in jurisdictional areas.
<b>DISCUSSION:</b> Present was Mr. William Holton, owner of 21 Upper River Road and discussed the removal of three trees. Mr. Holton stated that the trees were not healthy due to a winter moth infestation, were leaning towards structures and needed to come down. Agent Geilen stated that a fourth tree is also dying and should be added to this approval. She noted that each tree should be replaced with a new native trees and shrub to ensure Riverfront is revegetated. In addition, the plan needs to show distance of trees to the wetland line. Mr. Holton asked for direction of how to take the trees down, in terms of how much tree trunk to leave. Commissioner Standley stated they should cut them down to the ground. Commissioner McDavitt asked about delineation and if they needed a record of activity in NDZ. Agent Geilen stated that a formal delineation is not required for an RDA. Mr. Holton requested a waiver of work in the NDZ. Commissioner Carney-Feldman stated the ICC could help with choice of native saplings for replacement.
<b>RECOMMENDATION OF AGENT:</b> <i>To approve the waiver for the NDZ and to issue an NDA 3 and 6 with special conditions that 1 native sapling and 2 shrubs planted per removal of tree and species be approved by the Agent.</i>
<b>MOTION:</b> <ul style="list-style-type: none"> <li>♦ A motion was made by Commissioner Carney-Feldman to approve the waiver request. The motion was seconded by Commissioner McDavitt and passed unanimously.</li> <li>♦ A motion was made by Commissioner McDavitt to issue an NDA 3 and 6 with special conditions as stated by the Agent. The motion was seconded by Commissioner Carney-Feldman and passed unanimously.</li> </ul>
<b>ACTION ITEMS / SPECIAL INSTRUCTIONS:</b> ❖ None
<b>DOCUMENT LIST:</b> <i>Mandatory pre-filing checklist, WPA Form 1 Request for Determination of Applicability Form, Legal Ad, Locus Map, Plan entitled "Sketch plan not dated labeled Drawing# 061532-1, Abutter authorization letter to the Town of Ipswich dated 9/3/15 and prepared by Richard St.Clair</i>

<b>MATTER: Benjamin &amp; Alexandra Dane</b> for work at <b>3 Newbury Road</b> shown on <b>Tax Map 37D, Lot 016 0</b> for a <b>REQUEST FOR DETERMINATION OF APPLICABILITY</b> to attach a 12'x18' lean-to to an existing barn and erect a 14'x16'shed in jurisdictional areas.
<b>DISCUSSION:</b> Present was applicant Mr. Ben Dane. Agent Geilen presented the matter. She noted that she did a site visit and believes the wetland line was further away than the applicant showed on the plan. No waivers needed. Mr. Dane stated the shed will be built on sauna tubes.
<b>RECOMMENDATION OF AGENT:</b> <i>To issue an NDA 5 and 6</i>
<b>MOTION:</b> <ul style="list-style-type: none"> <li>♦ A motion was made by Commissioner McDavitt to issues an NDA 5 and 6. The motion was seconded by Commissioner Standley and passed unanimously.</li> </ul>
<b>ACTION ITEMS / SPECIAL INSTRUCTIONS:</b> ❖ None
<b>DOCUMENT LIST:</b> <i>Mandatory pre-filing checklist, WPA Form 1 Request for Determination of Applicability Form, Legal Ad, Locus Map, Plan entitled "Sketch of Work" dated 8/26/15.</i>

## New Public Hearings/Notice of Intent and Formal Amendments:

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**MATTER: 36-1258: Nicholas Steenhaut** for a project at **66 Town Farm Road** shown on **Tax Map 21, Lot 47A** for a **FORMAL AMENDMENT** to an existing Order-of-Conditions, DEP File #36-1258 to request changes to Special Conditions #46 (monumentation material and spacing location of the no-disturb zone) and #35 (mowing frequency and set back limits to the no-disturb zone).

**DISCUSSION:** Present was Nicholas Steenhaut, owner, for a Formal Amendment request to change in NDZ markers in number and material, due to the cost. He proposes markers every 50' and all pressure-treated wood vs. granite. Agent Geilen stated that she was okay with markers being 50' apart but understood the ICC always requires at least one to be granite or a large boulder. [Discussion: what was required for 32 Linebrook Rd.] Commissioner Carney-Feldman stated that the boulders need to be big enough so that future owners cannot move them easily. She stated she had no problem with markers every 50 feet, but believed that at least two of the markers should be granite, as is typically required, very large boulders, because pressure treated posts do not last. Mr. Steenhaut stated if it is in the conditions they need to be maintained, he would replace them. Agent Geilen stated that Chairman Hughes had encouraged his requesting a Formal Amendment to reduce the NDZ from 40' to 25' to allow mowing of his field edge, so his electric fence would work. Commissioner Standley suggested seasonal mowing 6 feet wide in NDZ adjacent to NDZ, for purpose of fence maintenance. [Discussion: mowing, winter usage of fields vs. permanent paddock.] Agent Geilen spoke about the need to firmly establish the wetland line before NDZ can be determined. [Discussion: waiver request of fees]. Agent Geilen recommend that the Commission not approve this fee waiver. His fee had been waived before, and she has spent an inordinate amount of time on this matter, plus Bill Decie will spend another hour or more attempting to establish the wetland line. The Commission concurred. Mr. Steenhaut noted that he would like to remove invasive plants along the farm pond edge. Agent Geilen stated that this was not included in the NOI [Discussion: Farm Plan recommendations, management of invasive plants.] Agent Geilen noted that several recommendations were not included on the submitted plans, and therefore not included in the amendment request at this time. [Discussion: water pipe not ICC jurisdiction.] The Commission found that Mr. Steenhaut should submit a management plan for farm pond. [Discussion: Plan Map/NDZ/line around pond.] Mr. Steenhaut discussed the new sheep grazing areas. [Discussion: animal grazing areas in jurisdiction.] Agent Geilen recommended that a site visit be held to assess these areas.

### RECOMMENDATION OF AGENT:

*To deny waving the \$50 fee and to continue to October 7, 2015 for a site visit.*

### MOTION:

♦ A motion was made by Commissioner Standley to deny the request for removal of fees. The motion was seconded by Commissioner Carney-Feldman and passed unanimously.

♦ A motion was made by Commissioner Standley to continue to October 7, 2015. The motion was seconded by Commissioner Carney-Feldman and passed unanimously.

### ACTION ITEMS / SPECIAL INSTRUCTIONS:

❖ None

### DOCUMENT LIST:

*Request for Formal Amendment Letter dated 8/31/15 and prepared by applicant, Ipswich Wetlands Protection By-law Filing Fee Calculation Worksheet, Proposed Site Plan Changes entitled "Site Plan, Fig 2, version 2" dated 8/7/15, Legal Ad and Locus Map, Notification of Abutters, Abutters List, Affidavit of Service*

**MATTER: 36-1267: Robert Higgins** for work at **24 Dartmouth Road** shown on **Tax Map: 15D Lot: 047** for a **NOTICE OF INTENT** for **septic system repair** in jurisdictional areas.

**DISCUSSION:** Present was applicant Robert Higgins and Larry Graham of H.L. Graham Associates. Mr. Graham gave an overview of the matter. There is still no DEP file number. [Discussion: NBZ waiver request.] Commissioner Standley recommended the Commission vote to approve the waiver request without requirement for mitigation, as this is a septic system repair only. He requested that they could approve the NOI without the DEP

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file number.
<b>RECOMMENDATION OF AGENT:</b> <i>To close the public hearing and issue a positive OOC with standard Special Conditions, to be drafted for review and signed at the October 17, 2015 meeting.</i>
<b>MOTION:</b> <ul style="list-style-type: none"> <li>◆ A motion was made by Commissioner Standley to approve the NBZ waiver as requested without requirement for mitigation. The motion was seconded by Commissioner Hunton and passed unanimously.</li> <li>◆ A motion was made by Commissioner Standley to close the public hearing and issue a Positive OOC improving installation of tight tank subject to DEP file number. The motion was seconded by Commissioner Hunton and passed unanimously.</li> </ul>
<b>ACTION ITEMS / SPECIAL INSTRUCTIONS:</b> ❖ None
<b>DOCUMENT LIST:</b> <i>Mandatory Pre-filing Checklist, WPA Form 3 Notice of Intent Application, NOI Wetland Fee Transmittal Form, Ipswich Wetlands Protection By-law Filing Fee Calculation Worksheet, Plan entitled "Tight Tank Plan" dated 8/17/15 and prepared by H.L. Graham, Inc., Legal Ad and Locus Map, Notification of Abutters, Abutters List, Affidavit of Service</i>

  

<b>MATTER: 36-1268: Cumberland Farms Inc.</b> for work at <b>66 Turnpike Road</b> shown on <b>Tax Map: 27C Lot: 8</b> for a <b>NOTICE OF INTENT</b> for <b>sanitary disposal system repair</b> in jurisdictional areas.
<b>DISCUSSION:</b> Present was Mr. Thomas Pozerski, Senior Project Manager at Merrill Inc. Mr. Pozerski gave a review of the matter, showing the Commission revised plans based on the Agent's comments. [Discussion: Need for Mitigation and Restoration Plan, gravel parking area changes over time, erosion controls.] Mr. Pozerski stated that they would remove the gravel parking area and restore this area with native vegetation, as mitigation for work in the NBZ. Agent Geilen noted that there is no DEP file number. [Discussion: hay bale to be pulled off road right-of-way, need to over-excavate and refill.] [Discussion: /Proposed Wetland Restoration Area, plant size, plant 6 feet on center.] Agent Geilen stated that special conditions should include a wetland scientist to oversee mitigation and restoration area.
<b>RECOMMENDATION OF AGENT:</b> <i>To continue to October 7, 2015 for receipt of revised plans, Mitigation Plan and Restoration Plan.</i>
<b>MOTION:</b> <ul style="list-style-type: none"> <li>◆ A motion was made by Commissioner Carney-Feldman to approve the waiver for NBZ and NDZ. The motion was seconded by Commissioner McDavitt and passed unanimously.</li> <li>◆ A motion was made by Commissioner Carney-Feldman to continue to October 7, 2015. The motion was seconded by Commissioner McDavitt and passed unanimously.</li> </ul>
<b>ACTION ITEMS / SPECIAL INSTRUCTIONS:</b> ❖ special condition for wetland scientist to oversee mitigation and restoration
<b>DOCUMENT LIST:</b> <i>Packet prepared by Merrill Engineers and Land Surveyors dated 8/31/15 including: Mandatory Pre-filing Checklist, WPA Form 3 Notice of Intent Application, NOI Wetland Fee Transmittal Form, Ipswich Wetlands Protection By-law Filing Fee Calculation Worksheet, Plan entitled "Septic Repair Plan" dated 8/24/15 and prepared by Merrill Engineers and Land Surveyors, Legal Ad and Locus Map, Notification of Abutters, Abutters List, Affidavit of Service</i>

**Enforcement Actions:**



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<b>MATTER: 6 Agawam Avenue,</b> Blagg for unpermitted float and gangway in Ipswich River and ACEC.
<b>DISCUSSION:</b> Present was Ben Staples and Deborah Blagg. Mr. Staples stated that he has had the existing dock for a while and had obtained a permit for it from the Harbormaster. Commissioner Standley informed him that the permit needs to be renewed annually. Mr. Staples was not aware of that. Commissioner Standley stated that the float was not in ACEC. Agent Geilen recommended Mr. Staples apply annually to the harbormaster for a permit and submit an after-the-fact NOI. She noted that the float will have to have feet so that it does not rest on the tidal flat at low tide. The EO will be lifted once NOI is filed.
<b>RECOMMENDATION OF AGENT:</b> <i>To continue to October 7, 2015</i>
<b>MOTION:</b> <p style="text-align: center;">♦ <b>A motion was made by Commissioner Standley to continue to October 7, 2015. The motion was seconded by Commissioner Carney-Feldman and passed unanimously.</b></p>
<b>ACTION ITEMS / SPECIAL INSTRUCTIONS:</b> <i>None</i>
<b>DOCUMENT LIST:</b> <i>None</i>

<b>MATTER: 36-1232: 22 North Ridge Road,</b> Mootafian for unauthorized cutting of vegetation on Coastal Bank
<b>DISCUSSION:</b> Present was Larry Graham of H.L. Graham Associates and Ms. Denise Mootafian, applicant. Mr. Graham presented the matter. He stated that cutting was the result of a miscommunication to allow for completing a survey of stairs to beach that were in disrepair. Mr. Graham handed out some photos showing the area currently. Mr. Graham read from an email from Mike DeRosa regarding the cut area. No roots were removed and regrowth has started, so an erosion control blanket is not needed. [Discussion: erosion controls, hurricane season, restoration plan. Commissioner Standley suggested 3 rows of erosion control in addition to the existing line at the top of Coastal Bank for the septic system. [Discussion: ability to replace steps so badly deteriorated, steps grandfathered.] Mr. Graham apologized for the unauthorized cutting. Agent Geilen stated she could issue a revised EO.
<b>RECOMMENDATION OF AGENT:</b> <i>To confirm the EO as amended and to continue to October 7, 2015 for review of plan.</i>
<b>MOTION:</b> <p style="text-align: center;">♦ <b>A motion was made by Commissioner Carney-Feldman to confirm the EO as amended. The motion was seconded by Commissioner McDavitt and passed unanimously.</b></p> <p style="text-align: center;">♦ <b>A motion was made by Commissioner Carney-Feldman to continue to October 7, 2015. The motion was seconded by Commissioner McDavitt and passed unanimously.</b></p>
<b>ACTION ITEMS / SPECIAL INSTRUCTIONS:</b> <i>None</i>
<b>DOCUMENT LIST:</b> <i>Enforcement Order revised date of 9/17/15 and photos</i>

<b>MATTER: 158 Linebrook Road;</b> Possible unauthorized work in wetlands.
<b>DISCUSSION:</b> There was no one present for this matter. Agent Geilen presented the matter. She had walked the site in response to two complaints of WPA violations. She found possible wetlands in the “roadway” where they cleared with a track-mounted brush-hog, as well as within 100’ of roadway, and apparent work in test pits. No RDA for test pits could be found. Agent Geilen sent an email to Roger LeBlanc, who is in the process of purchasing the site, that an ANRAD should be submitted before any more work is done so that violations do not inadvertently

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occur. No further action needed at this time.
<b>RECOMMENDATION OF AGENT:</b> <i>That no more work be done until all wetlands have been delineated, and the line approved by the Commission.</i>
<b>MOTION:</b> ♦ N/A
<b>ACTION ITEMS / SPECIAL INSTRUCTIONS:</b> <i>None</i>
<b>DOCUMENT LIST:</b> <i>None</i>

**Requests for Certificates of Compliance:**

<b>MATTER: 36-424: 17 Bayview Road, Hughes</b>
<b>DISCUSSION:</b> There was no one present for this matter. Agent Geilen gave an update. She stated that Mike DeRosa of DeRosa Environmental is working on the mitigation plan.
<b>RECOMMENDATION OF AGENT:</b> <i>To continue to October 7, 2015</i>
<b>MOTION:</b> ♦ A motion was made by Commissioner Standley to continue to October 7, 2015. The motion was seconded by Commissioner Carney-Feldman and passed unanimously.
<b>ACTION ITEMS / SPECIAL INSTRUCTIONS:</b> ❖ <i>To continue to October 7, 2015</i>
<b>DOCUMENT LIST:</b> <i>None</i>

<b>MATTER: 36-434: 16 North Ridge Road, Hurley.</b>
<b>DISCUSSION:</b> Present was Larry Graham of H.L. Graham Associates, Ben Fiero and Sonja Johnson. Mr. Graham presented the restoration plan including removal of stairs, concrete spoils and railroad ties in tidal flats. Mr. Graham stated that the new perspective owners would like to have some assurance that they would be able to eventually permit the steps (seasonal) to tidal flats. [Discussion: replacement stairway, fold-down hinge or removable stairs, cantilevered steps.] Agent Geilen questioned if this would be a new structure or replacing an existing structure and recommended checking with DEP.
<b>RECOMMENDATION OF AGENT:</b> <i>To continue to October 7, 2015</i>
<b>MOTION:</b> ♦ A motion was made by Commissioner Carney-Feldman to continue to October 7, 2015. The motion was seconded by Commissioner Hunton and passed unanimously.
<b>ACTION ITEMS / SPECIAL INSTRUCTIONS:</b> ❖ <i>Contact DEP for guidance on steps to ACEC if they are allowed and what if they do not touch the ground.</i>
<b>DOCUMENT LIST:</b> <i>COC request, As-built plan entitled "Plan" dated 7/29/15 prepared by Graham Associates, Inc. and letter of substantial compliance included on page 2 of the WPA Form 8A and prepared by Graham Associates Inc.</i>



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This matter was taken out of order:

<b>MATTER: 36-1232: 22 North Ridge Road, Doyon.</b>
<b>DISCUSSION:</b> Present was Larry Graham of H.L. Graham Associates. Mr. Graham presented the matter. [Discussion: separate COC issuance from EO.] The Commission members all agreed that the EO and the COC do not need to be coupled. The COC can be issued as soon as the grass is thickly growing.
<b>RECOMMENDATION OF AGENT:</b> <i>To continue to October 21, 2015 to see if grass is growing as well as progress on the EO.</i>
<b>MOTION:</b> <p style="text-align: center;">♦ A motion was made by Commissioner Standley to continue to October 21, 2015. The motion was seconded by Commissioner McDavitt and passed unanimously.</p>
<b>ACTION ITEMS / SPECIAL INSTRUCTIONS:</b> <p style="text-align: center;">❖ None</p>
<b>DOCUMENT LIST:</b> <i>COC request, As-built plan entitled "As Built Record Plan of Subsurface Sewage Disposal System Repair" dated 9/3/15 and prepared by Graham Associates, Inc.</i>

<b>MATTER: 36-584: Lot 3 Emery Lane, McCarthy</b>
<b>DISCUSSION:</b> There was no one present for this matter. Agent Geilen stated that this was in relation to a COC requested in the past that was not closed out. She noted that she needed more time to research the matter.
<b>RECOMMENDATION OF AGENT:</b> <i>To continue to October 21, 2015 to gather more information</i>
<b>MOTION:</b> <p style="text-align: center;">♦ A motion was made by Commissioner Carney-Feldman to continue to October 21, 2015. The motion was seconded by Commissioner McDavitt and passed unanimously.</p>
<b>ACTION ITEMS / SPECIAL INSTRUCTIONS:</b> <p style="text-align: center;">❖</p>
<b>DOCUMENT LIST:</b> <i>None</i>

**Discussion Items:**

Interim Reports of Special Project Subcommittees

**Approval of Minutes:** 8/19/15 and 9/2/15

♦ A motion was made by Commissioner Carney-Feldman to approve the minutes as amended. The motion was seconded by Commissioner McDavitt and passed unanimously.

**Document Signage:** (No Vote Required)

**Adjournment:**

♦ A motion was made by Commissioner Standley to adjourn at 10:58 p.m. The motion was seconded by Commissioner McDavitt and passed unanimously.

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Respectfully submitted,

A handwritten signature in black ink, reading "Cathy Miaskiewicz". The signature is written in a cursive, flowing style.

Cathy Miaskiewicz  
Recording Secretary

**These minutes are the summary of a taped meeting and of secretarial notes. As such, the Ipswich Conservation Commission reserves the right to supplement these minutes with tapes and vice versa, to reflect the proceedings. The Ipswich Conservation Commission does not guarantee the quality of the tapes, nor does it exclusively rely upon them.**